



State of Tennessee  
Department of Commerce and Insurance  
Board of Architectural and Engineering Examiners  
500 James Robertson Parkway Nashville, TN 37243-1142  
800-256-5758 615-741-3221 (Nashville Area) 615-532-9410 (Fax)  
<http://www.tn.gov/commerce/section/architects-engineers>

## REFERENCE FOR CERTIFICATION AS AN ENGINEER INTERN

Applicant's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Last First Middle (Maiden)

FOR COMPLETION BY SENIOR STUDENTS:

College/University \_\_\_\_\_ Major \_\_\_\_\_

I have made application to the Tennessee Board of Architectural and Engineering Examiners for engineer intern certification. Please complete the appropriate reference section below to support my application. My signature below constitutes the release of my senior status and good standing information to the Board of Architectural and Engineering Examiners and thereby waives any rights related to this release under the Family Education Rights and Privacy Act (FERPA 20 U.S.C. § 1232g).

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

### FOR SENIOR STUDENTS

**TO BE COMPLETED BY THE COLLEGE/UNIVERSITY ENGINEERING DEPARTMENT HEAD  
AUTHORIZED TO SIGN SENIOR ENGINEER INTERN REFERENCES**

I certify that the applicant is a prospective graduate in good standing in the senior year of the engineering curriculum and is of good character and repute. I hereby recommend the applicant to the Tennessee Board of Architectural and Engineering Examiners as worthy of consideration for certification as an engineer intern.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Authorized College/University Department Head

Phone Number \_\_\_\_\_ E-mail \_\_\_\_\_

### FOR OTHER APPLICANTS

**RELATIVES AND BOARD MEMBERS ARE PROHIBITED FROM SERVING AS REFERENCES**

I believe that the applicant listed above is of good character and repute, and I hereby recommend the applicant to the Tennessee Board of Architectural and Engineering Examiners as worthy of consideration for certification as an engineer intern.

Sponsor/Reference's Name (please print): \_\_\_\_\_

Employer \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please forward the completed reference form to Cindy Toombs at [cynthia.toombs@tn.gov](mailto:cynthia.toombs@tn.gov), or mail to the address listed above.